

HOW CAPLE, SOLLERSHOPE & YATTON GROUP PARISH COUNCIL

Minutes of the Meeting of the Parish Council Tuesday 7th November 2017 at How Caple Grange

Members Present

Bernard Morris (BM)
John Jackson (JJ)
Mark Hyde (MH)
Bruce Jones (BJ)

Elizabeth Glover (EG)
Angela Hardy-Bishop (AHB)
Chris Jones (CJ)

Attending

1 member of the public
Liz Parry-Jones (Clerk)

- 17/87 Apologies for absence
Apologies were received from Mike Perlman (MP)
- 17/89 Declarations of Interest and Requests for Dispensations
EG item 12a other interest
BJ items 11b DPI, 12a other interest
CJ items 11b DPI, 12a other interest
- 17/90 Minutes of Previous Meeting
Resolved: to approve the minutes of the meeting on 12th September 2017 as drafted subject to the addition at 17/61 to say that the minutes were not signed as a printed copy was not available at the meeting
- 17/91 Updates on Action Points From Previous Meetings
Noticeboard Yatton – a meeting has been arranged with BBLP to confirm the location of the noticeboard.
All other updates to be covered under agenda items.
- 17/92 Report from Ward Councillor
Cllr Durkin was not present his latest Ward Report was read out by the Clerk. The Clerk was requested to ask Cllr Durkin to include more information relevant to the parishes in his report.
- 17/93 Representations from the Public
There were no representations from the public.
- 17/94 CCG Consultation
Resolved: Not to make any representation to this consultation.
- 17/95 Parliamentary Constituency Boundary Review
Resolved: to submit a comment that the Parish Council wishes the Old Gore Ward to be within a Herefordshire constituency and not included within one dominated by Malvern.
- 17/96 Neighbourhood Development Plan
EG provided an update on the current state of progress. In response to the comments received at the Regulation 14 consultation a revised draft is being produced and will be sent to members ahead of the next meeting.
- 17/97 Highways and PROW
a. Report.
JJ reported that three days of P3 scheme works are scheduled for the end of the month. Information from BBLP is awaited regarding assistance to landowners for the repair/replacement of damaged stiles.

- b. HGV Signage
No additional quotes had been forthcoming. It was felt that the likely sum of circa £1,200 for the supply and installation of four signs would not be within the budget. The Clerk had arranged a meeting with the owners of Birchwood Cottage to confirm the siting of the sign on their verge.
Resolved: not to pursue the installation of HGV warning signs at the moment.
- c. Lengthsman and P3 scheme
No additional works were identified beyond the scheduled tasks.
- d. Defects to be Reported to BBLP
The following were noted:
B4224 White lines and 'SLOW' sign in need of repainting
Reflective marker posts above Todds Hole now all gone
Barrier above culvert, will the temporary one be upgraded.
Resolved: Clerk to report these to BBLP
- e. Rights of Way Improvement Plan Consultation
AHB reported on the consultation paper.
Resolved: not to make any representation to this consultation

17/98 Finance

- a. Current Financial Position
It was noted that the cashbook showed a balance as at 05/10/17 of £9,734.12. A copy of the cashbook and bank reconciliation had been sent to members prior to the meeting.
- b. Draft Budget and Precept
Following a meeting of the Finance Working Group a draft budget had been sent to members ahead of the meeting. Revisions were made and a precept of £7,800 proposed.
Resolved: to publish the draft budget and precept 2018/19 for consultation
- c. Purchase of New Laptop and Software
Resolved: to permit the Clerk to purchase a new laptop and software to the total cost of £420.00 net.
- d. Invoices and Payments
It was noted that the invoice from Wye Host is to be queried as it may have been included in a previous payment to the website designer
Resolved: subject to the above query to approve the payments in the payment schedule (see below)
- e. Payments Since the Last Meeting
None

17/99 Planning

- a. New Applications
173540 The Falcon House, Proposed single storey ground floor kitchen extension, alterations to existing window to form new doorway and internal re-ordering. BM gave a report on the site visit. It was noted that the policy for deciding whether a site visit is organised was not followed.
Resolved: to support this application as it will provide an improvement to the visual appearance of the northwest frontage.
- b. Recent Decisions Affecting the Parish
None

17/100 Correspondence

Most correspondence had been forwarded on to members.

17/101 Supporting Information

Noted

17/102 Items for Next Agenda

2018/19 budget

Signed

Date

Payment Schedule

Payments approved at the meeting 7th November 2017

Jeremy Moore, Lengthsman works Sept & Oct	£236.00
E Parry-Jones, salary increment 3 mnths @ £4.88	£14.46
E Parry-Jones, expenses	£22.63
HALC, training course	£36.00
Wye Host, website hosting (to be checked)	£58.80
Caple Forge, new notice board	£1,003.74
Grant Thornton, audit	£120.00

Signed

Date